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United States Department of State

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Key Officers of Foreign Service Posts

Guide for Business Representatives

May 1988

It is most important that correspondence to a Foreign Service post be addressed to a section or position rather than to an officer by name. This will eliminate delays resulting from the forwarding of official mail to officers who have transferred. Normally, correspondence concerning commercial matters should be addressed simply "Commercial Section" followed by the name and correct mailing address of the post. (Samples of correct mailing addresses appear on page viii.)

DEPARTMENT OF STATE

Publication 7877

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FOREIGN AFFAIRS INFORMATION MANAGEMENT CENTER

Publishing Services Division

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KEY OFFICERS OF FOREIGN SERVICE POSTS

Guide for Business Representatives

The Key Officers Guide lists key officers at Foreign Service posts with whom American business representatives would most likely have contact. All embassies, missions, consulates general, and consulates are listed.

At the head of each U.S. diplomatic mission are the **Chief of Mission** (with the title of *Ambassador, Minister or Charge d'Affaires)* and the *Deputy Chief of Mission.* These officers are responsible for all components of the U.S. Mission within a country, including consular posts.

At larger posts, *Commercial Officers* represent U.S. commercial interests within their country of assignment. Specializing in U.S. export promotion, Commercial Officers assist American business through: arranging appointments with local business and government officials, providing counsel on local trade regulations, laws, and customs; identifying importers, buyers, agents, distributors, and joint venture partners for U.S. firms; and other business assistance.

At smaller posts, U.S. commercial interests are represented by **Economic/Commercial Officers** who also have economic responsibilities.

Financial Attaches analyze and report on major financial developments and their implications for U.S. policies and programs.

Political Officers analyze and report on political developments and their potential impact on U.S. interests.

Labor Officers follow the activities of labor organizations and can supply information on wages, nonwage costs, social security regulations, labor attitudes toward American investments, etc.

Consular Officers extend to U.S. citizens and their property abroad the protection of the U.S. Government. They maintain lists of local attorneys, act as liaison with police and other officials and have the authority to notarize documents. The Department recommends that business representatives residing overseas register with the consular officer; in troubled areas, even travelers are advised to register.

The *Administrative Officer* is responsible for the normal business operations of the post, including purchasing for the post and its commissary.

Regional Security Officers are responsible for providing physical, procedural, and personnel security services to U.S. diplomatic facilities and personnel; their responsibilities extend to providing in-country security briefings and threat assessments to business executives.

Scientific Attaches follow scientific and technological developments in the country.

Agricultural Officers promote the export of U.S. agricultural products and report on agricultural production and market developments in their area.

The *AID Mission Director* is responsible for AID programs, including dollar and local currency loans, grants, and technical assistance.

The *Public Affairs Officer* is the post's press and cultural affairs specialist and maintains close contact with the local press.

Business representatives planning a trip overseas should include in their preparations a visit or telephone call to the nearest U.S. Department of Commerce District Office. The District Office can provide extensive information and assistance as well as a current list of legal holidays in the countries to be visited. If desired, the District Officer can also provide advance notice to posts abroad of the representative's visit.

The Department of State, Bureau of Diplomatic Security, can also provide current data on the security situation to interested persons planning trips abroad. American business representatives desiring this information should contact the Diplomatic Security Service, Overseas Support Programs Division (202)647-3122.

Some of the services jointly provided by the Departments of State and Commerce to U.S. business firms interested in establishing a market for their products, or expanding sales abroad, include;

—The Trade Opportunities Program (TOP) that provides specific export sales leads of U.S. products and services;

—World Traders Data Report (WTDR) that provides detailed financial and commercial information on individual firms abroad upon request from U.S. companies;

—Agent Distributor Service (ADS) that helps U.S. firms find agents or distributors to represent their firms and market their products abroad; and

—Information about foreign markets for U.S. products and services and U.S.-sponsored exhibitions abroad in which American firms can participate and demonstrate their products to key foreign buyers.

In all matters pertaining to foreign trade, the nearest U.S. Department of Commerce District Office should be your first point of contact. Foreign trade specialists at these facilities render valuable assistance to U.S. business representatives engaged in international commerce.

For additional information about Foreign Service assistance to American business overseas, or for specialized assistance with unusual commercial problems, you are invited to visit, telephone, or write the Business and Export Assistance Division of the Office of Commercial, Legislative, and Public Affairs, U.S. Department of State, Washington, D.C. 20520. Telephone (202) 647-1942.

DEPARTMENT OF COMMERCE DISTRICT OFFICES

ALABAMA

Birmingham—Suite 200-201, 908 S. 20th St. 35205; Tel (205) 254-1331

ALASKA

Anchorage—701 C St., P.O. Box 32, 99513; Tel (907) 271-5041

ARIZONA

Phoenix—Federal Bldg., U.S. Courthouse, Room 3412, 230 N. First Ave., 85025; Tel (602) 261-3285

ARKANSAS

Little Rock—Suite 635, Savers Fed. Bldg., 320 W. Capitol Ave. 72201; Tel (501) 378-5794

CALIFORNIA

San Francisco—Fed. Bldg., Box 36013, 450 Golden Gate Ave. 94102; Tel (415) 556-5860

Los Angeles—Rm. 800, 11777 San Vicente Blvd. 90049; Tel (213) 209-6707

San Diego—P.O. Box 81404 92138; Tel (619) 293-5395

Santa Ana—116-A W. 4th St. 92701; Tel (714) 836-2461

San Jose—111 W. St. John St, Rm. 424, 95113; Tel (408) 291-7648

COLORADO

Denver—Rm. 119, U.S. Customhouse, 721 - 19th St. 80202; Tel (303) 844-3246

CONNECTICUT

Hartford—Rm. 610-B, Fed.Off. Bldg., 450 Main St. 06103; Tel (203) 722-3530

FLORIDA

Miami—Suite 224, Fed. Bldg, 51 S.W. First Ave. 33130; Tel (305) 536-5267

Clearwater—128 N. Osceola Ave. 33515; Tel (813) 461-0011

Jacksonville—3 Independent Dr. 32202; Tel (904) 791-2796

Orlando—75 E. Ivanhoe Blvd.,32804 ; Tel (305) 425-1234

Tallahassee—Collins Bldg., Rm 401, 32304; Tel (904) 488-6469

GEORGIA

Atlanta—Suite 504, 1365 Peachtree St. NE. 30309; Tel (404) 881-7000

Savannah—27 East Bay St., P.O. Box 9746, 31412; Tel (912) 944-4204 ext. 204

HAWAII

Honolulu—4106 Fed. Bldg., P.O. Box 50026, 300 Ala Moana Blvd. 96850; Tel (808) 546-8694

IDAHO

Boise (Denver Dist.)—Statehouse, Rm. 113, 83720; Tel (208) 334-2470

ILLINOIS

Chicago—1406 Mid Continental Plaza Bldg., 55 E. Monroe St. 60603; Tel (312) 353-4450

Palatine—Algonquin & Roselle Rd., 60067; Tel (312) 397-3000, ext 532

Rockford—515 N. Court St., P.O. Box 1747, 61110-0247; Tel (815) 987-8100

INDIANA

Indianapolis—357 U.S.Courthouse & Fed. Off. Bldg., 46 E. Ohio St. 46204; Tel (317) 269-6214

IOWA

Des Moines—817 Fed. Bldg., 210 Walnut St. 50309; Tel (515) 284-4222

KANSAS

Wichita (Kansas City Dist.)—River Park Pl., Suite 565, 727 N. Waco, 67203; Tel. (316) 269-6160

KENTUCKY

Louisville—601 W. Broadway, Rm. 636, U.S. Post Office and Court House Bldg. 40202; Tel (502) 582-5066

LOUISIANA

New Orleans—432 International Trade Mart, No. 2 Canal St. 70130; Tel (504) 589-6546

MAINE

Augusta (Boston Dist.)—1 Memorial Circle, Casco Bank Bldg. 04330; Tel (207) 622-8249

MARYLAND

Baltimore—415 U.S. Customhouse, Gay & Lombard Sts. 21202; Tel (301) 962-3560

Rockville—101 Monroe St., 15th Fl., 20850; Tel (301) 251-2345

MASSACHUSETTS

Boston—10th Fl., 441 Stuart St. 02116; Tel (617) 223-2312

MICHIGAN

Detroit—1140 McNamara Bldg., 477 Michigan Ave. 48226; Tel (313) 226-3650

Grand Rapids—300 Monroe NW., Rm. 409, 49503; Tel (616) 456-2411

MINNESOTA

Minneapolis—108 Fed. Bldg., 110 S. 4th St. 55401; Tel (612) 349-3338

MISSISSIPPI

Jackson—Jackson Mall Office Ctr., Suite 3230, 300 Woodrow Wilson Blvd. 39213; Tel (601) 960-4388

MISSOURI

St. Louis—120 S. Central Ave. 63105; Tel (314) 425-3302/4

Kansas City—Rm. 635, 601 E. 12th St. 64106; Tel (816) 374-3142

NEBRASKA

Omaha—Empire State Bldg.,1st Fl., 300 S. 19th St. 68102; Tel (402) 221-3664

NEVADA

Reno—1755 E. Plumb Lane, Suite 152, 89502; Tel (702) 784-5203

NEW JERSEY

Trenton—Capitol Plaza, 8th Fl., 240 W. State St. 08608; Tel (609) 989-2100

NEW MEXICO

Albuquerque—517 Gold S.W., Suite 4303, 87102; Tel (505) 766-2386

NEW YORK

Buffalo—1312 Fed. Bldg.,111 W. Huron St. 14202; Tel (716) 846-4191

Rochester—121 East Ave., 14604; Tel (716) 263-6480

New York—Rm. 3718, Fed. Off. Bldg., 26 Fed. Plaza, Foley Sq. 10278; Tel (212) 264-0634

NORTH CAROLINA

Greensboro—203 Fed.Bldg., 324 W. Market St., P.O. Box 1950, 27402; Tel (919) 378-5345

Raleigh—Dobbs Bldg., Rm. 294, 430 N. Salisbury St., 27611; Tel (919) 755-4687

OHIO

Cincinnati—9504 Fed. Off. Bldg., 550 Main St. 45202;Tel (513) 684-2944

Cleveland—Rm. 600, 666 Euclid Ave. 44114; Tel (216) 522-4750

OKLAHOMA

Oklahoma City—4024 Lincoln Blvd. 73105; Tel (405) 231-5302

Tulsa—440 S. Houston St., 74127; Tel (918) 581-7650

OREGON

Portland—Rm. 618, 1220 SW. 3rd Ave. 97204; Tel (503) 221-3001

PENNSYLVANIA

Philadelphia—9448 Fed. Bldg., 600 Arch St. 19106;Tel (215) 597-2866

Pittsburgh—2002 Fed. Bldg.,1000 Liberty Ave. 15222; Tel (412) 644-2850

PUERTO RICO

San Juan (Hato Rey)—Rm. 659, Fed. Bldg. 00918; Tel (809) 753-4555, ext. 555

RHODE ISLAND

Providence (Boston Dist.)— 7 Jackson Walkway, 02903;Tel (401) 277-2605, ext. 22

SOUTH CAROLINA

Columbia—Strom Thurmond Fed. Bldg., Suite 172,1835 Assembly St. 29201; Tel (803) 765-5345

Charleston—17 Lockwood Dr. 29401; Tel (803) 724-4361

Greenville—P.O. Box 5823, Station B, 29606;Tel (803) 235-5919

TENNESSEE

Nashville—Suite 1427, One Commerce Pl., 37239; Tel (615) 251-5161

Memphis—3876 Central Ave. 38111; Tel (901) 521-4826

TEXAS

Dallas—Rm. 7A5, 1100 Commerce St. 75242; Tel (214) 767-0542

Austin—P.O. Box 12728, Capitol Station, 78711; Tel (512) 472-5059

Houston—2625 Fed. Courthouse Bldg., 515 Rusk St. 77002; Tel (713) 229-2578

UTAH

Salt Lake City—U.S. Courthouse, 350 S. Main St. 84101; Tel (801) 524-5116

VIRGINIA

Richmond—8010 Fed. Bldg., 400 N. 8th St. 23240; Tel (804) 771-2246

WASHINGTON

Seattle—Rm. 706, Lake Union Bldg., 1700 Westlake Ave. N. 98109; Tel (206) 442-5615

Spokane—P.O. Box 2170, 99210; Tel (509) 838-8202

WEST VIRGINIA

Charleston—3000 New Fed. Bldg., 500 Quarrier St. 25301; Tel (304) 347-5123

WISCONSIN

Milwaukee—Fed. Bldg., U.S. Court-house, 517 E. Wisconsin Ave. 53202; Tel (414) 291-3473

POST INFORMATION AND SPECIAL NOTICES

POSTS OPENED – Mongolia People's Republic opened April 17, 1988.

POSTS CLOSED – None

POSTS CHANGED IN RANK, STATUS, ETC. – None

BREAKDOWN OF POSTS AS OF May 15, 1988

Embassies (E)	*141
Branch Offices of Embassy (BO)	1
Missions (M); USUN (New York), USOAS (Washington), Berlin, USEC (Brussels), ICAO (Montreal), USNATO (Brussels), FODAG (Rome), USOECD (Paris), UNVIE (Vienna), and European Office of UN and Other IO (Geneva)	10
U.S. Interests Sections (USINT)	1
U.S. Offices (USREP)	3
Consulates General (CG)	73
Consulates (C)	29
Total	**258
Consular Agencies (CA)	45

*This count reflects only those countries where the United States has an established physical Mission. An additional 12 countries have U.S. Ambassadors accredited to them but no physical Mission exists.

**Total post count does not include Consular Agencies (CA).

ACCEPTED FORMS FOR ADDRESSING MAIL

Posts with APO/FPO Numbers:

APO/FPO Address*

Commercial Section
American Embassy
FPO New York 09526

International Address**

Commercial Section
American Embassy
P.O. Box 26431***
Manama, Bahrain

Posts without APO/FPO Numbers:

Diplomatic Pouch Address*

Commercial Section
Bern
Department of State
Washington, D.C. 20520-5110

(See pages 82-85 for 9-digit ZIP Code explanation and listing)

International Address**

Commercial Section
American Embassy
Jubilaeumstrasse 93***
3005 Bern, Switzerland

NOTE: **Do not combine** any of the above forms (e.g.,international plus APO/FPO addresses). This will only result in confusion and possible delays in delivery. Mail sent to the Department for delivery through its pouch system for posts with APO/FPO addresses **cannot be accepted** and will be returned to the sender.

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*Use domestic postage.
**Use international postage.
***Use Street Address only when P.O. Box is not supplied.

AFGHANISTAN

KABUL (E), Wazir Akbar Khan Mina; Tel 62230-35, 62436; Workweek: Saturday–Wednesday

CHG: Jon D. Glassman
DCM/CON: Edmund McWilliams, Jr.
POL: Robert H. Mills
ECO: David K. Schollenbager
ADM: Edward T. Paukert
RSO: C. Stephen Craigo (resident in New Delhi)
AID: Larry K. Crandall (resident in Islamabad)
IRS: W. Dennis Melton (resident in Riyadh)

ALGERIA

ALGIERS (E), 4 Chemin Cheich Bachir Brahimi; B.P. Box 549 (Alger-Gare) 16000;Tel [213] (2) 601-425/255/186; Telex 66047; Workweek: Saturday–Wednesday

AMB: L. Craig Johnstone
DCM: Charles H. Brayshaw
POL: John W. Limbert
ECO: David R. Burnett
COM: Robert S. Connan
CON: Linda C. Turner
ADM: Walter Greenfield
RSO: Robert J. Reca
ATO: Besa Kotati
PAO: C. Edward Bernier
ODA: Ltc Everard R. Groce USA

ORAN (C), 14 Square de Bamako; Tel [213] (6) 334509 and 335499; Telex 22310 AMCONRN; Workweek: Saturday-Wednesday

PO: George S. Dragnich
CON: Jeri S. Guthrie-Corn

ANTIGUA AND BARBUDA

ST. JOHNS (E), FPO Miami 34054; Tel [809] 462-3505/06; Telex 2140 USEMB

AMB: Paul A. Russo (resident in Bridgetown)
CHG: Robert W. DuBose, Jr.
ECO: Eric Sandberg
CON: Daniel Darrach
COM: Stafan Nelgesen (resident in Port of Spain)
LAB: Charles R. Hare (resident in Bridgetown)
ADM: Annette J. Moore
RSO: Andrew W. Koritko (resident in Bridgetown)
PAO: Frank Chiancone (resident in Bridgetown)
IRS: Tom R. Edward (resident in Caracas)
AID: James S. Holtaway (resident in Bridgetown)

ARGENTINA

BUENOS AIRES (E), 4300 Colombia, 1425; APO Miami 34034; Tel [54] (1) 774-7611/8811/9911; Telex 18156 USICA AR

AMB: Theodore E. Gildred
DCM: Robert E. Service
POL: Robert C. Felder
ECO: Emil Castro
COM: David S. Yonker
LAB: John J. La Mazza
CON: Thomas L. Holladay
ADM: Sandor Johnson
RSO: Edward F. Gaffney
SCI: Robert G. Morris
AGR: J. Dawson Ahalt
PAO: Frederic A. Coffey
ODA: Col Charles N. Nielsen USAF
MILGP: Col John F. Murray USA
IRS: Vincent Gambino (resident in Sao Paulo)

AUSTRALIA

CANBERRA (E), Moonah PL., Canberra, A.C.T. 2600; APO San Fran 6404; Tel [61] (62) 705000; Telex 62104 USAEMB

AMB: Laurence W. Lane, Jr.
DCM: Richard W. Teare
POL: John E. Kelley
ECO: Tain P. Tompkins
LAB: Louis F. Licht III
CON: James M. Roth
ADM: Donald F. Ramage
MNL: James M. McGlinchey
RSO: Robert A. Conrad
SCI: Russell A. La Mantia
AGR: James V. Parker
PAO: Wesley D. Stewart
ODA: Col R. Dean Stickell USAF

MELBOURNE (CG), 24 Albert Rd., South Melbourne, Victoria 3205; APO San Fran 96405; Tel [61] (3) 697-7900; Telex 30982 AMERCON

CG: Frank C. Bennett, Jr.
COM: Donald L. Schilke
CON: Carman C. Williams
ADM: David W. Fulton
BPAO: George F. Forner

SYDNEY (CG), 36th FL., T&G Tower, Hyde Park Square, Park and Elizabeth Sts., Sydney 2000, N.S.W.; APO San Fran 96209; Tel [61] (2) 261-9200; Telex 74223 FCSSYD

CG: John C. Dorrance
COM: Robert Taft
CON: Robert J. Chevez
ADM: Franklin D. English
BPAO: Robert J. Baker
IRS: Daniel Dietz

PERTH (CG), 13th Fl., 16 St. George's Ter., Perth, WA 6000; Tel [61] (9) 221-1177

CG: William H. Itoh
COM: William M. Yarmy
CON: Louis A. McCall
BPAO: James F. Channing

BRISBANE (C), 383 Wickham Ter., Brisbane, Queensland 4000; Tel [61] (7) 839-8955

PO: Frontis B. Wiggins
DEP. COMMISS. GEN. for EXPO 88: David Seal

AUSTRIA

VIENNA (E), Boltzmanngasse 16, A-1091, Vienna; APO NY 09108; Tel [43] (222) 31-55-11; Telex 114634; Consular Section: Gartenbaupromenade 2, 4th Floor, 1010 Vienna; Tel [43] (222) 51451

AMB: Henry A. Grunwald
DCM: Michael J. Habib
POL: Michael D. Sternberg
ECO: Charles G. Billo
COM: Arthur J. Reichenbach
LAB: John J. Feeney
CON: Thomas J. Rice
ADM: Harold E. Vickers
RSO: Timothy W. Fountain
AGR: James K. Freckmann
FAO: Thomas E. O'Connor
ODA: Col James L. Ford USA
CUS: Roger M. Urbanski

US MISSION TO INTERNATIONAL ORGANIZATIONS IN VIENNA (UNVIE), Obersteinergasse 11, A-1190 Vienna; Tel [43] (222) 36-31-52

US REP: Bruce K. Chapman
DCM: Norman H. Frisbie
IAEA: Carlton R. Stoiber
UNIDO: Lucy Tamlyn
IAEA: Maurice J. Katz
SR SCI ADV: Theodore S. Sherr
POL ADV: Garett G. Sweany
NARC ADV: Louis E. Kahn
ADM: Roderick C. Mackler

SALZBURG (CG), Giselakai 51, A-5020 Salzburg; Tel [43] (662) 28-6-01; Telex 63-31-64

CG: Herbert S. Malin

BAHAMAS

NASSAU (E), Mosmar Bldg., Queen St.; P.O. Box N-8197; Tel [809] 322-1181 and 328-2206; Telex 20-138 AMEMB NS138

AMB: Carol Boyd Hallett
DCM: Martin L. Cheshes
POL/ECO/COM: George M. Staples
CON: James H. Lassiter
LAB: Charles R. Hare (resident in Bridgetown)
ADM: Clarke W. Allard
RSO: Patricia Hartnett Kelly
PAO: Charles H. Dawson
IRS: Louis Hobbie

BAHRAIN

MANAMA (E), Shaikh Isa Rd.; P.O. Box 26431; FPO NY 09526; Tel [973] 714151; Telex 9398 USATO BN; Workweek: Saturday–Wednesday

AMB: Dr. Sam H. Zakhem
DCM: Charles L. Daris
POL: David Hale
POL/MIL: Ronald L. Faucher
ECO: Leonard J. Lange
COM: Richard Para
CON: Anne Bodine
ADM: Lawrence S. Blackburn
RSO: David R. Bettis
ATO: Pitamber Devgon
PAO: John F. Burgess
FIN: John G. Ives (resident in Riyadh)
SAO: Col Larry R. Crumrine USAF
IRS: W, Denis Melton (resident in Riyadh)
FBO: Peter H. Dettmer

BANGLADESH

DHAKA (E), Adamjee Court Bldg. (5th Fl.), Motijheel Commercial Area; G.P.O. Box 323, Ramna; Tel [88] (2) 237161–63, 235093–99, and 235081–89; Telex 642319 AEDKA BJ; Workweek: Sunday–Thursday

AMB: Willard A. De Pree
DCM: John S. Brims
POL: A. Ellen Shippy
ECO/COM: Charles A. Mast
CON: Charles M. Parish, Jr.
ADM: H.R. Malpass
RSO: Robert M. Brittian
AGR: Lyle Sebranek (resident in New Delhi)
AID: Priscilla M. Boughton
PAO: David D. Grimland
ODA: Ltc Russell V. Olson, Jr. USA
FBO: William J. Prior

BARBADOS

BRIDGETOWN (E), P.O. Box 302; Box B, FPO Miami 34054; Tel [809] 436-4950 thru 7; Telex 2259 USEMB BG1 WB; Canadian Imperial Bank of Commerce Bldg., Broad Street, Bridgetown, Barbados

AMB: Paul A. Russo
DCM: Frank M. Fulgham
POL/ECO: Robert W. Beckham
ECO: Anthony C. Newton
CON: Luciano Mangiafico
COM: Stephen Helgesen (resident in Port-of-Spain)
LAB: Charles R. Hare
ADM: Roland W. Bullen
RSO: Andrew Koritko
AGR: Lloyd Fleck (resident in Caracas)
AID: James S. Holtaway
PAO: Frank A. Chiancone
ODA: Ltc Douglas G. Bielenberg USA
MLO: Cdr Dean W. Schopp USN

BELGIUM

BRUSSELS (E), 27 Boulevard du Regent; B-1000 Brussels; APO NY 09667; Tel [32] (2) 513-3830; Telex 511.27.25

AMB: Geoffrey Swaebe
DCM: Ronald E. Woods
POL: Thomas H. Gewecke
ECO: Lange Schermerhorn
COM: James Winkelman
LAB: Raymond J. Gonzales
CON: Brian M. Flora
ADM: Earl W. Bellinger
RSO: John M. Swafford
AGR: Roger S. Lowen
PAO: Christopher Snow
DAO: Col Alan B. Phillips USA
ODC: Col Edward B. Sleeper USAF
FAA: Benjamin Demps, Jr.

US MISSION TO THE NORTH ATLANTIC TREATY ORGANIZATION (USNATO), Autoroute de Zaventem; B-1110 Brussels; APO NY 09667; Tel [32] (2) 242-5280

US PERM REP: Amb. Alton G. Keel
DEP PERM REP/DCM: John C. Kornblum
DEF ADV: Laurence J. Legere
POL ADV: Robert T. Grey, Jr.
ECO ADV: Kenneth S. Yalowitz
PUB AFF ADV: Barry Fulton
ADM ADV: Col Henry M. Reed II

US MISSION TO THE EUROPEAN COMMUNITIES (USEC), 40 Blvd. du Regent; B-1000 Brussels; APO NY 09667; Tel [32] (2) 513-4450; Telex 21336

AMB: Alfred H. Kingon
DCM: Michael E.C. Ely
POL COUNS: Joanna W. Martin
ECO COUNS: (Vacancy)
PUB AFF COUNS: G. Alfred Kennedy
AGR COUNS: Frank A. Padovano
CUSTOMS ATT: (Vacancy)
TRADE POL OFF: Mark Z. Orr
INDUST OFF: Alan R. Tousignant
LAB: Dan E. Turnquist
SCI/TECH AFF: Patricia A. Haigh

ANTWERP (CG), Rubens Center, Nationalestraat 5, B-2000 Antwerp; APO NY 09667–1040; Tel [32] (3) 225-0071; Telex 31966

CG: Thomas G. Martin
POL: Alison Pentz
ECO/COM: James J. Porter
CON: Dan M. Miller
BPAO: (Vacancy)

EUROPEAN LOGISTICAL SUPPORT OFFICE (ELSO - Antwerp), Noorderlaan 147, Bus 12A, B-2030 Antwerp; APO New York 09667; Tel [32] (3) 542-4775; Telex 34964

DIR: Clifford W. Mecklenburg
DEP DIR: James O. Mazingo

SHAPE (POLAD) B-7010; SHAPE, Belgium; APO NY 09055; Tel [32](65) 44-4471

POLAD: Herbert D. Gelber

IMPORTANT: See page viii for Accepted Forms for Addressing Mail. Also see inside back cover for Telephoning a Foreign Service Post.

BELIZE

BELIZE CITY (E), Gabourel Lane and Hutson St.; P.O. Box 286; Tel [501] 77161, 77162, 77163; Telex 213 AMEMBASSY BZ

AMB: Robert G. Rich, Jr.
DCM: Thomas M. Coony
POL: Robert E. Whitehead
ECO/COM: John Dyson
CON: Gerald R. Toney
ADM: Jacquelyn O. Briggs
AID: Neboysha R. Brashich
ODA: Ltc John D. Skidmore USA
MLO: Maj William C. David USA
VOA: Michael Nardi
AGR: John Jacobs

BENIN

COTONOU (E), Rue Caporal Anani Bernard; B.P. 2012; Tel [229] 30-06-50

AMB: Walter E. Stadtler
ECO/COM: John G. Fox
CON: Nicholas Banks
ADM: Samuel A. Rubino
RSO: Kevin O'Neil (resident in Lome)
AID: Mark Wentling (resident in Lome)
PAO: Thomas D. Gradisher
ATO: Alan Hemphill (resident in Lagos)

BERMUDA

HAMILTON (CG), Vallis Bldg., Front St.; P.O. Box 325, Hamilton HMBX; AMCON FPO NY 09560; Tel [809] 295-1342

CG: James M. Medas
CON: Lili Ming
LAB: Charles R. Hare (resident in Bridgetown)
POL/ECO: David A. Denny
ADM: Herbert T. Mitchell, Jr.
IRS: James Rideoutte (resident in Nassau)

BOLIVIA

LA PAZ (E), Banco Popular Del Peru Bldg., Corner of Calles Mercado and Colon; P.O. Box 425 La Paz; APO Miami 34032; Tel [591] (2) 350251, 350120; Telex AMEMB BV 3268

AMB: (Vacant)
CHG: David N. Greenlee
POL: James C. Cason
ECO/COM: Ralph M. Buck
LAB: Harry J. O'Hara
CON: Roger J. Daley
ADM: Russell R. King
IRS: W. Dennis Melton (resident in Sao Paulo)
RSO: Lawrence Liptak
AGR: Gary C. Groves (resident in Lima)
AID: Reginald Van Raalte
PAO: James T.L. Dandridge
NAU: Donald J. Yellman
IAGS: Charles Klimicek
DAO: Col John R. Stell, USAF
MILGP: Col George Allport II USA

BOTSWANA

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DCM: Johnnie Carson
POL/ECO: Trudie E. Thompson
CON/COM: Charles Neary
LAB: Raymond J. Pardon (resident in Johannesburg)
MNL: Robert McSwain (resi- (dent in Johannesburg)
ADM: Frederick B. Cook
RSO: Michael E. Carter
AGR: Roger F. Puterbaugh (resident in Pretoria)
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PAO: Ruby Apsler
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BRAZIL

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DCM: James Ferrer, Jr.
POL: James F. Creagan
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FIN: Gay S. Hoar
COM: W. Kelly Joyce, Jr. (Acting) (resident in Rio de Janeiro)
CON: Terry D. Hansen
ADM: Thomas J. Fitzpatrick
RSO: Robert J. Whigham (Acting)
SCI: James W. Chamberlin
AGR: Robert J. Wicks
PAO: Stanley A. Zuckerman
DAO: Bg William L. Hiner USA
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CG:	Alfonso Arenales	RES:	Milton K. Drucker
POL:	Edward A. Torre	ADM:	Everard S. Taylor
ECO:	Stephen B. Watkins	AGR:	Marcus E. Lower
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SAO PAULO (CG), Rua Padre Joao Manoel, 933; P.O. Box 8063; APO Miami 34030; Tel [55] (11) 881-6511; Telex 11-31574; USIS Telex 21-21466

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POL:	Donna J. Hrinak	ADM:	Arnold N. Munoz
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U.S. TRADE CENTER, Edificio Eloy Chaves Avenida Paulista, 2439, Sao Paulo; APO Miami 34040; Tel (11) 853-2011/2411/2778; Telex 011-25274

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PO:	George C. Lannon	BPAO:	John A. Matel
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AGR: Peter Kurz (resident in Singapore)
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BULGARIA

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RSO: Kevin W. Bauer
AGR: Steve Washenko (resident in Belgrade)
PRESS/CULT: John Menzies
ODA: Ltc John M. Handley USA

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LAB: Anthony M. Kern (resident in Washington)
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BURMA

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BURUNDI

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PAO: James M. Haley
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COM: James L. Blow
LAB: John P. Becker
FIN: Carl Lohmann
CON: Leonard F. Willems
SCI: Francis M. Kinnelly
ADM: Eric J. Boswell
RSO: Steven Cox
AGR: Larry F. Thomasson
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CUS: William Laverty
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COM: (Vacancy)
ECO: Robert Tansey

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CON: David L. Boerigter
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BPAO: Veda Wilson

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ALT FIC/JSC REP: David L. Schiele

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ADM: William N. Campbell
RSO: Thomas Jenkins
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ECO: Jack P. Orlando
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CON: David P. Boeshor
BPAO: David F. Fitzgerald

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CON: Louise A. Scott
ADM: Samuel V. Brock
RSO: Michael Lafranchi (resident in Lisbon)
AID: Thomas H. Ball
LAB: Anthony M. Kern (resident in Washington)
ODA: Cdr Donald E. Smith USN (resident in Monrovia)

CENTRAL AFRICAN REPUBLIC

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DCM: Frederick E.V. La Sor
POL: Wanda M. Miska
ECO/COM: Hugh I. Smith
CON: Sarah F. Drew
ADM: Robert L. Lane
RSO: Mark Kellinger
PAO: Victoria A. Rose

CHAD

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CHILE

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ECO: Glen Rase
COM: Richard R. Ades
LAB: Nancy M. Mason
CON: William H. Barkell
ADM: Daniel A. Johnson
RSO: William H. Lamb
AGR: Robert H. Curtis
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ODA: Capt. Robert W. Peterson USN
IRS: Vincent Gambino (resident in Sao Paulo)

CHINA*

BEIJING (E), Xiu Shui Bei Jie 3; Dept of State, Wash., D.C. 20520; FPO San Fran 96655; Tel [86] (1) 532-3831; Telex AMEMB CN 22701

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ECO: Kent Wiedemann
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BPAO: William R. Palmer III

SHENYANG (CG), 40 Lane 4, Section 5, Sanjing St., Heping District; Box 45, FPO San Fran 96655-0002; Tel [86] (24) 290000; Telex 80011 AMCS CN

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CHENGDU (CG), Jinjiang Hotel, 180 Renmin Rd., Chengdu, Sichuan; Tel. [86] (1) 24481; Telex ACGCH CN 60128

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ADM: John E. Witt
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COLOMBIA

BOGOTA (E), Calle 38, No. 8-61; APO Miami 34038; Tel [57] (1) 285-1300/1688; Telex 44843

AMB: Charles A. Gillespie, Jr.
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POL: Gerald C. McCulloch
ECO: John P. Spillane
COM: Peter T. Noble
CON: David L. Hobbs
LAB: Eduardo J. Baez
ADM: Christopher H. Swenson
RSO: Walter Sargent
AGR: Lawrence R. Fouchs
PAO: Caroline Meirs Osterling
NAU: Arturo S. Macias
ODA: Col Manuel A. Granado-Diaz USA
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MAAG: Col Manuel Torres USA

BARRANQUILLA (C), Calle 77 Carrera 68, Centro Comercial Mayorista; APO Miami 34038; Tel [57] (5) 45-7088/7560; Telex 33482 AMCO CO

PO: Ross E. Benson
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COMOROS

MORONI (E), Boite Postale 1318; Tel 73-12-03; Telex 257 AMEMB KO

AMB: Patricia Gates Lynch (resident in Antananarivo)
CHG: Karl I. Danga
ADM/CON: William Carlson
DEF ATT: William Feallock (resident in Antananarivo)
RSO: Phil A. Whitney (resident in Antananarivo)
PAO: Marilyn Hulbert (resident in Antananarivo)

PEOPLE'S REPUBLIC OF THE CONGO

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CON: Victor L. Russillo
ECO: Alexander G. Andrews, Jr.
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ADM: Michael L. Bajek
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AID: Tanya Perkins
PAO: Miriam Guichard
ODA: Cdr Donald.B. Simmons, Jr. USN

COSTA RICA

SAN JOSE (E), Avenida 3 and Calle I; APO Miami 34020; Tel [506] 33-11-55

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RSO: Robert Nicholson
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AID: Carl H. Leonard
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ODC: Ltc Rodolfo D. Gutierrez USA

COTE D'IVOIRE
(formerly Ivory Coast)

ABIDJAN (E), 5 Rue Jesse Owens; 01 B.P. 1712; Tel [225] 32-09-79; Telex 23660

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ECO: Janice Price
POL: Sue Ford Patrick
COM: Andrew Grossman
CON: Simon Henshaw
ADM: Elaine Schunter
RSO: Berne M. Indahl
AGR: Richard J. Blabey
AID/REDSO: Arthur Fell
AID/RHUDO: Michael J. Lippe
PAO: Albert W. Dalgliesh
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AFRICAN DEVELOPMENT BANK/FUND, Ave. Joseph Anoma; 01 B.P. 1387 Abidjan 01; Tel [225] 33-14-34

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HAVANA (USINT), Swiss Embassy, Calzada entre L & M, Vedado Seccion; Tel 320551, 320543; Telex 512206

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ECO/COM: Robert C. Friel
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RSO: Russell T. Jagers
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CZECHOSLOVAKIA

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ECO: Clifford G. Bond
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CON: Frederick Polasky
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RSO: Robert V. Daly
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PAO: Mary E. Gawronski
ODA: Col William B. May

DENMARK

COPENHAGEN (E), Dag Hammarskjolds Alle 24; 2100 Copenhagen O or APO NY 09170; Tel [45] (1) 42 31 44; Telex 22216

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ECO: Dennis A. Sandberg
COM: Max Miles
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CON: Robert L. Fretz
ADM: Richard Smyth
RSO: Christopher Lyons
AGR: Alexander Bernitz
PAO: Mary Ellen Connell
ODA: Capt Warren E. Jackson USN
ODC: Col Philip J. Greeley USAF
IRS: Robert Tobin (resident in London)

REPUBLIC OF DJIBOUTI

DJIBOUTI (E), Plateau du Serpent, Blvd. Marechal Joffre; B.P. 185; Tel [253] 35-38-49, 35-39-95, 35-29-16/17; Workweek: Sunday–Thursday

AMB: (Vacancy)
CHG: John E. McAteer
POL: Mark D. Dembro
ECO/COM: Thomas J. Innamorato
LAB: Harry J. O'Hara (resident in Nairobi)
ADM/CON: Sharon A. Lavorel
RSO: Steven Iverson
AID: John A. Lundgren
IRS: W. Dennis Melton (resident in Riyadh)

DOMINICAN REPUBLIC

SANTO DOMINGO (E), Corner of Calle Cesar Nicolas Penson & Calle Leopoldo Navarro; APO Miami 34041-0008; Tel [809] 541-2171; Telex 3460013

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RSO: Gary D. Schatz
AGR: Lloyd S. Harbert
AID: Thomas W. Stukel
PAO: Ernesto Uribe
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ECUADOR

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AID: Marshall Brown
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SCI: Francis X. Cunningham
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AGR: John Jacobs (resident in Guatemala)
AID: Robin L. Gomez
PAO: Jacob P. Gillespie
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PAO: John T. Burns
AID: Frederick E. Machmer, Jr.
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LAB: Harry J. O'Hara (resident in Nairobi)
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CON: Micaela A. Cella
ADM: Richard A. Johnson
RSO: Robert P. Nicholson (resident in Canberra)
AID: John B. Woods
PAO: Robert Laing
ODA: Capt John S. Baldwin USA (resident in Wellington)

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PAO: William P. Kiehl
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DCM: Mark C. Lissfelt
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ECO: William H. Edgar
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COM: James A. Moorhouse
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DCM: Timothy E. Deal
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INT ECO: John P. Spillane
LAB/MANPOWER/AG: Joyce Rabens
TRADE DIV: Ronnie C. Woody
ADM OFF: Michael L. Milligan
SCI/ENV/INDUST: Robert K. Carr
ENRG/SCI ADV: Frank J. Goldner
US REP DAC: David Lazar
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ABBREVIATIONS AND SYMBOLS

ACM	Assistant Chief of Mission
ADM	Administrative Section
ADV	Adviser
AGR	Agricultural Section (USDA/FAS)
AID	Agency for International Development
ALT	Alternate
AMB	Ambassador
APO	Army Post Office
ATO	Agricultural Trade Office (USDA/FAS)
BCAO	Branch Cultural Affairs Officer (USIS)
Bg	Brigadier General
BO	Branch Office (of Embassy)
BPAO	Branch Public Affairs Officer (USIS)
B.P.	Boite Postale
C	Consulate
CAO	Cultural Affairs Officer (USIS)
Capt	Captain (USN)
Cdr	Commander
CEO	Cultural Exchange Officer (USIS)
CG	Consul General, Consulate General
CHG	Charge d'Affaires
CINCAFSOUTH	Commander-in-Chief Allied Forces Southern Europe
CINCEUR	Commander-in-Chief U.S. European Command
CINCUSAFE	Commander-in-Chief U.S. Air Forces Europe
CINCUSAREUR	Commander-in-Chief U.S. Army Europe
Col	Colonel
COM	Commercial Section (FCS)
CON	Consul, Consular Section
COUNS	Counselor
C.P.	Caixa Postal
CUS	Customs Service (Treasury)
DAC	Development Assistance Committee

DCM	Deputy Chief of Mission
DEP	Deputy
DEP DIR	Deputy Director
DIR	Director
DOE	Department of Energy
DPAO	Deputy Public Affairs Officer (USIS)
DPO	Deputy Principal Officer
E	Embassy
ECO	Economic Section
ECO/COM	Economic/Commercial Section
EDO	Export Development Officer
ERDA	Energy Research and Development Administration
EX-IM	Export-Import
FAA	Federal Aviation Administration
FIC/JSC	Finance Committee and Joint Support Committee
FIN	Financial Attache (Treasury)
FODAG	Food and Agriculture Organizations
FPO	Fleet Post Office
IAEA	International Atomic Energy Agency
IAGS	Inter-American Geodetic Survey
ICAO	International Civil Aviation Organization
IO	Information Officer (USIS)
IRM	International Resources Management
IRS	Internal Revenue Service
JUSMAG	Joint US Military Advisory Group
LAB	Labor Officer
LO	Liaison Officer
Ltc	Lieutenant Colonel
M	Mission
Mg	Major General
MAAG	Military Assistance Advisory Group
MILGP	Military Group
MIN	Minister
MLO	Military Liaison Office

MNL	Minerals Officer
NARC	Narcotics
NATO	North Atlantic Treaty Organization
NAU	Narcotics Assistance Unit
OAS	Organization of American States
ODA	Office of the Defense Attache
ODC	Office of Defense Cooperation
OIC	Officer in Charge
OMC	Office of Military Cooperation
PAO	Public Affairs Officer (USIS)
PO	Principal Officer
POL	Political Section
POL/LAB	Political and Labor Section
POLAD	Political Adviser
POL/ECO	Political/Economic Section
PRESS/CULT	Press/Cultural Officer (USIS)
Radm	Rear Admiral
REDSO	Regional Economic Development Services Office
REF	Refugee Coordinator
REP	Representative
RES	Resources
RHUDO	Regional Housing and Urban Development Office
ROCAP	Regional Officer for Central American Programs
RSO	Regional Security Officer
SAO	Security Assistance Office
SCI	Scientific Attache
SHAPE	Supreme Headquarters Allied Powers Europe
SLG	State and Local Government
SR	Senior
STC	Security Trade Control
UNEP	United Nations Environment Program
UNESCO	United Nations Educational, Scientific and Cultural Organization

UNIDO	United Nations Industrial Development Organization
USA	United States Army
USAF	United States Air Force
USEC	US Mission to European Communities
USGS	US Geological Survey
USINT	United States Interests Section
USIS	United States Information Service
USLO	United States Liaison Office
USMC	United States Marine Corps
USMTM	US Military Training Mission
USN	United States Navy
USNATO	US Mission to the North Atlantic Treaty Organization
USOAS	US Mission to the Organization of American States
USOECD	US Mission to the Organization for Economic Cooperation and Development
USUN	US Mission to the United Nations
VC	Vice Consul
VOA	Voice of America

ZIP Codes

In conjunction with the U.S. Postal Service's new system of 9-digit ZIP Codes, the Department of State has assigned a unique 4-digit number to each Foreign Service post. All mail sent through the Department's pouch system (for posts without APO/FPO addresses) should add the 4-digit number to the current ZIP Code 20520. For example, the new ZIP Code for Abidjan would be 20520-2010; for Abu Dhabi, 20520-6010. Refer to the following list for each Foreign Service post's unique number.

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Abu Dhabi	6010
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Adana	5020
Addis Ababa	2030
Alexandria	6090
Algiers	6030
Amman	6050
Amsterdam	5780
Ankara	7000
Antananarivo	2040
Antwerp	5240
Asuncion	3020
Athens	7100
Auckland	4370
Baghdad	6060
Bamako	2050
Bandar Seri Begawan	4020
Bangkok	7200
Bangui	2060
Banjul	2070
Barcelona	5400
Barranquilla	3040
Beijing	7300
Beirut	6070
Belfast	5360
Belgrade	5070
Casablanca	6280
Cebu	4230
Belize	3050
Berlin, GDR (E)	5090
Berlin, FRG (M)	5100
Bern	5110
Bilbao	5410
Bissau	2080
Bogota	3030
Bombay	6240
Bonn	7400
Bordeaux	5580
Brasilia	7500
Brazzaville	2090
Bridgetown	3120
Brisbane	4130
Brussels (USNATO - M)	5230
Brussels (E)	7600
Bucharest	5260
Budapest	5270
Buenos Aires	3130
Bujumbura	2100
Cairo	7700
Calcutta	6250
Calgary	5490
Canberra	7800
Cape Town	2480
Caracas	3140

Chengdu	4080	Hermosillo	3290
Chiang Mai	4040	Hong Kong	8000
Ciudad Juarez	3270	Islamabad	8100
Colombo	6100	Istanbul	5030
Conakry	2110	Izmir	5040
Copenhagen	5280	Jakarta	8200
Cotonou	2120	Jeddah	6320
Curacao	3160	Jerusalem	6350
Dakar	2130	Johannesburg	2500
Damascus	6110	Kabul	6180
Dar es Salaam	2140	Kaduna	2260
Dhahran	6310	Kampala	2190
Dhaka	6120	Karachi	6150
Djibouti	2150	Kathmandu	6190
Doha	6130	Khartoum	2200
Douala	2530	Kigali	2210
Dubai	6020	Kingston	3210
Dublin	5290	Kinshasa	2220
Durban	2490	Krakow	5140
Dusseldorf	5160	Kuala Lumpur	4210
Edinburgh	5370	Kuwait	6200
Florence	5670	Lagos	8300
Frankfurt	7900	Lahore	6160
Freetown	2160	La Paz	3220
Fukuoka	4310	Leningrad	5440
Gaborone	2170	Libreville	2270
Geneva (BO and M)	5120	Lilongwe	2280
Genoa	5680	Lima	3230
Georgetown	3170	Lisbon	5320
Goteborg	5760	Lome	2300
Guadalajara	3280	London	8400
Guangzhou	4090	Lubumbashi	2230
Guatemala	3190	Lusaka	2310
Guayaquil	3430	Luxembourg	5380
The Hague	5770	Lyon	5590
Halifax	5500	Madras	6260
Hamburg	5180	Madrid	8500
Hamilton	5300	Malabo	2320
Harare	2180	Managua	3240
Havana	3200	Manama	6210
Helsinki	5310	Manila	8600

Maputo	2330	Paramaribo	3390
Maracaibo	3150	Paris	9200
Marseille	5600	Perth	4160
Martinique	3250	Peshawar	6170
Maseru	2340	Ponta Delgada	5340
Matamoros	3300	Port-au-Prince	3400
Mazatlan	3310	Port Louis	2450
Mbabane	2350	Port Moresby	4240
Medan	4190	Porto Alegre	3070
Melbourne	4140	Port-of-Spain	3410
Merida	3320	Poznan	5050
Mexico City	8700	Prague	5630
Milan	5690	Praia	2460
Mogadishu	2360	Pretoria	9300
Mombasa	2400	Pusan	4270
Monrovia	8800	Quebec	5520
Monterrey	3330	Quito	3420
Montevideo	3360	Rabat	9400
Montreal	5510	Rangoon	4250
Moroni	2380	Recife	3080
Moscow	5430	Reykjavik	5640
Munich	5190	Rio de Janeiro	3090
Muscat	6220	Riyadh	6300
Naha	4320	Rome	9500
Nairobi	8900	St. George	3180
Naples	5700	St. John's	3010
Nassau	3370	Salzburg	5830
N'Djamena	2410	San Jose	3440
New Delhi	9000	San Salvador	3450
Niamey	2420	Sanaa	6330
Nicosia	5450	Santiago	3460
Nouakchott	2430	Santo Domingo	3470
Nuevo Laredo	3340	Sao Paulo	3110
Oporto	5330	Sapporo	4340
Oran	6040	Seoul	9600
Osaka-Kobe	4330	Shanghai	4100
Oslo	5460	Shenyang	4110
Ottawa	5480	Singapore	4280
Ouagadougou	2440	Sofia	5740
Palermo	5710	Songkhla	4050
Panama	9100	Stockholm	5750

Strasbourg	5620	Turin	5730
Stuttgart	5200	Udorn	4060
Surabaya	4200	Valletta	5800
Suva	4290	Vancouver	5540
Sydney	4150	Vatican City	5660
Tangier	6290	Victoria	2510
Tegucigalpa	3480	Vienna	9900
Tel Aviv	9700	Vientiane	4350
Thessaloniki	5060	Warsaw	5010
Tijuana	3350	Wellington	4360
Tokyo	9800	Yaounde	2520
Toronto	5530	Zagreb	5080
Tunis	6360	Zurich	5130

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TELEPHONING A FOREIGN SERVICE POST

Below is a procedure for telephoning a Foreign Service post. American Embassy Canberra is used as an example.

Calling From a U.S. Government Agency:

Dial 9 + international access code + country code + city code
+ local number

Ex: 9 + 011 + [61] + (62) + 705000

Others:

Dial international access code + country code + city code
+ local number

Ex: 011 + [61] + (62) + 705000

NOTE: Some international calls will require operator assistance because the country is not an international dial country. The telephone listing for these countries will **not** be preceded by a country code and city code (always shown in brackets and parenthesis).

Calls to certain points outside the continental U.S. can be dialed in the same manner as long distance. Simply dial the area code or country code and the local number. For these locations no city code will appear with the telephone number.

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